



To: All Rental Housing Tax Credit Recipients

Notice: MFD-11-03

From: IHCDa Multi Family Department

Date: January 14, 2011

Re: **MANDATORY TIC and Tenant Income Questionnaire**

Effective 4/1/11, IHCDa's Tenant Income Certification (TIC) and Tenant Income Questionnaire will be mandatory forms. Both forms are available online in Appendix D of the 2011 Compliance Manual.

No other TIC or Questionnaire will be acceptable unless specifically approved by IHCDa. Management agents wishing to continue using their own TIC and/or Questionnaire must submit the document to IHCDa for review and approval no later than 3/1/11. IHCDa's compliance staff will conduct a team review of the submitted document and make a determination as to whether or not it is an acceptable alternative to the mandatory TIC on IHCDa's website.

Questions about this new policy may be directed to any IHCDa compliance monitor. Copies of TICs or Questionnaires for IHCDa approval should be submitted via email to Matt Rayburn at mrayburn@ihcda.in.gov.

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